

TSGP Conference Call Summary
April 25, 2012
1:00PM EDT

Opening Comments:

Hello, everyone and thank you for calling into our weekly Transit Security Grant Program (TSGP) conference call for the fiscal year (FY) 2012 application cycle.

As a quick reminder the SF-424 must be submitted into the grants.gov system by this coming Friday April 27, 2012. You will need to enter in a request amount in the SF-424, which will not need to exactly match the amount you will be submitting with your final application next week in FEMA's ND Grants system. However, the SF-424 must first be submitted in grants.gov in order for it to be transferred to the ND Grants system in order for you to be able to submit your complete application by Friday May 4, 2012.

We received a question about Investment Justification (IJ) vs. project naming conventions, and would like to clarify the difference. In the "Investment Header" section of the IJ, please use a descriptive title for the project name; do not just list "IJ_1". However, when saving the IJ as a word or PDF document, for the file name, use the naming convention "Region_Agency_IJ Number". This will help us ensure we received all of your IJs successfully. For example, if we see files labeled "IJ_1" and "IJ_3", but not "IJ_2", we can follow up and ensure that all submissions have been received.

Also as a reminder, you can submit additional documents as attachments in ND Grants to support or supplement your IJs. However, if you choose to include additional attachments, please make sure that you reference them appropriately in your IJs, to include a brief summary of the document, how/why it is relevant and specific page numbers or sections that you feel may be appropriate for the review panel to read. Do not assume that the review panel will read a 100-page document, especially when only a few paragraphs or pages are relevant. The review panel only has a limited amount of time to review all applications.

Questions and Answers:

No questions.

Closing Comments:

We appreciate everyone calling in. We wish everyone luck with putting the finishing touches on your applications. If you have any questions prior to this Friday or the next call, you may submit them via an email to ASKCSID (ASKCSID@fema.gov) and carbon copy TSA Grants (TSAGrants@tsa.dhs.gov). Any questions received in calls, at meetings, and/or through email are posted on our website regularly (www.tsa.gov/grants).

We will have one final call next Wednesday May 2, 2012 at 1:00 pm EDT prior to the application deadline. The call in number will remain the same 888-323-4702 and the passcode is Wednesday.

Thank you. This concludes the call.